AGENDA ITEM E-II



AGENDA TITLE:

Authorize Funds from the Protocol Account for the City Council to Host a

Reception Honoring Members of Council-appointed Boards, Commissions,

Committees and Task Force Groups (Approximately \$2,600 / \$20 per person)

MEETING DATE:

July 19, 2006

PREPARED BY:

City Clerk

RECOMMENDED ACTION:

That the City Council, pursuant to Resolution No. 2000-126. authorize funds from the Protocol Account and direct the City Clerk to coordinate the Council-hosted reception honoring members of all City Council-appointed boards, commissions, committees, and task

force groups.

BACKGROUND INFORMATION:

The City Clerk's Office traditionally coordinates an annual event hosted by the City Council to extend its appreciation to citizens who generously volunteer their time and talents toward serving their community. The total for the 2006 event is slightly higher to reflect the additional cost to include members of the Grape Bowl Ad Hoc Committee (nine members appointed on February 1, 2006.)

The proposed format for this year's event will be a reception at Hutchins Street Square ~ Crete Hall. The event is scheduled for Thursday, August 31, 2006, from 6:00 to 8:00 p.m.

History of costs related to this event:

\$5.000 2000 2003 \$5.900 2001 \$5,500 2004 \$5,500 2002 \$6.000 \$2,400 2005

Below is a cost estimate for the 2006 event:

Reception at Crete Hall, Hutchins Street Square \$20 per person x #130 = *Includes: Invitations, catering services, food, beverages, rentals, decorations, and security

FISCAL IMPACT:

\$12,000 has been appropriated in the Protocol Account for fiscal year 2006-07,

from which the cost of this event will be deducted.

FUNDING:

\$2,600 from Protocol Account 100120

Ruby Paiste, Interim Finance Director

Jennifer M. Perrin

Interim City Clerk

JMP/jlt

APPROVED: Blair King, City Manager

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